

Roswell Public Library Board

October 27, 2016 at 4:00pm

Bondurant Room at Roswell Public Library

301 N. Pennsylvania Avenue

Board President: Magil Duran

Board Members: Judy Armstrong, Patti Bristol, Michelle Hembree, Linda Madrid, Lewie Montgomery, and Alyssa Rogers

Staff Coordinator: Matthew Gormley

- A. Call to Order**
- B. Roll Call**
- C. Approval of Agenda**
- D. Approval of the Minutes**
 - 1. Consider approval of the September 22, 2016 meeting minutes
- E. Non-Action Items**
 - 2. Interim Director's Report
- F. Regular Items (Action Items)**
 - 3. None
- G. Other Business (Non-Action)**
 - 4. Public Comments
- H. Adjourn**

Next Meeting: January 26, 2017

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 16-69.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted:
October 21, 2016



Roswell Public Library Board

September 22, 2016 at 4:00pm
Bondurant Room at Roswell Public Library
301 N. Pennsylvania Avenue

Board President: Magil Duran
Board Members: Judy Armstrong, Patti Bristol, Michelle Hembree, Linda Madrid, Lewie Montgomery, and Alyssa Rogers
Staff Coordinator: Matthew Gormley

DRAFT

Call to Order

The regular meeting of the Roswell Public Library Board was called to order at 4:00pm by President Magil Duran.

Roll Call

Members present: Magil Duran, Judy Armstrong, Patti Bristol, Michelle Hembree, Linda Madrid, Lewie Montgomery, and Alyssa Rogers. Absent: None. Staff present: Matthew Gormley, Interim Library Director, and Kay Carrasco, Recording Secretary.

Approval of Agenda

Mr. Duran called for approval of the agenda. Dr. Armstrong moved to approve; Mr. Montgomery seconded, and the motion passed by unanimous voice vote.

Approval of the Minutes

Ms. Carrasco pointed out a recording error, that Dr. Armstrong had not been included in the members present for the May 26 meeting. Dr. Armstrong moved the error be corrected; Ms. Hembree seconded, and the motion passed. Dr. Armstrong then moved that the minutes be accepted as corrected; Ms. Hembree seconded, and the motion passed by voice vote.

Non-Action Items

Interim Director's Report: In addition to his written report, Mr. Gormley reported on some updates and additions. The New Mexico State Library, through a grant, provided to the children's department a new Learning Station computer, loaded with learning games for ages 6-12 and limited internet access. The City IT staff migrated our circulation functions from our own server to the Sirsi-Dynix cloud server, which should make it easier for them to monitor, update and maintain. Our website was overhauled and updated, and linked to the City's main webpage; it looks quite a bit different and for the most part, works.

Asked for an update on how the new roof is performing, Mr. Gormley reported that in some of the very heavy storms we've had, there have been some relatively minor leaks. The roof is still under warranty, and the roofers have been prompt in addressing and fixing the leaks.

Mr. Gormley then did a new board member orientation, which included a brief history of the library, some highlights of moves and expansions, and a powerpoint with photos to introduce all current library staff.

Regular Items (Action Items)

Staff Social Networking Policy: On recommendation of library staff, wording was added to reflect current social networking usage. Following a brief discussion, Dr. Armstrong moved that the policy be modified to reflect that change; Ms. Rogers seconded, and the motion passed by unanimous voice vote.

Ms. Carrasco reminded the board members that we have now updated all the policies in this cycle and that the board manuals should now be updated as well. She offered to do that by the next meeting and several manuals were turned in, as well as replacement copies requested for some that had been misplaced.

Other Business (Non-Action)

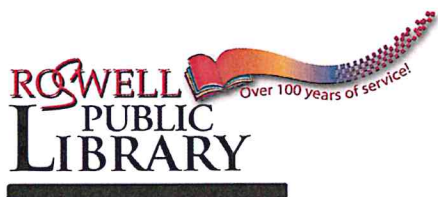
There were no public comments, and no further business brought before the board.

Adjournment

Dr. Armstrong moved that the meeting be adjourned. Mr. Montgomery seconded. The motion passed by unanimous voice vote and the meeting adjourned at 4:27pm.

Next Meeting: October 27, 2016

Magil Duran, President



October Report

Building

We had several of our drain spots stolen off of the library. We will be replacing these and installing security screws to make it harder for them to be removed.

One of the motion sensors in the lobby needed to have its batteries replaced.

We had a minor sewage backup in the alley.

Personnel

Becky Clewell (Page II) celebrates 24 years with the Library this Month.

Training

Nathan Burden completed the "Dealing With Angry Customers" training.

Kathy Parsons completed the "Defensive Driving" and "Dealing With Angry Customers" training.

Dorsey Kelley completed "Defensive Driving".

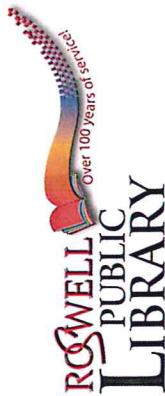
Matthew Gormley will be taking the "Public Liability for Supervisors" training.

Amanda Davis took the "15 Free Ways To Effectively Promote Your Library" webinar.

Claire Gutierrez took "Makerspaces 2.0: Don't Just Build a Makerspace; Create a Makerhub", "Engaging Reluctant Readers" and "Geeking Over Google and eBooks" webinars.

Classes, Tours, School Visits, Outreach

Other



301 N. Pennsylvania Ave.
Roswell, NM 88201
(575) 622-7101

New Database: Fold3









Distributed by ProQuest, Fold3 Library Edition by Ancestry provides convenient access to US military records, including the stories, photos, and personal documents of the men and women who served. This continually-growing collection contains millions of records from world-class archives, many of which are exclusively available on Fold3. Available using your library card number at www.roswellpubliclibrary.org.

Altered Books for Tweens and Teens – Tweens and teens (ages 10-18): Celebrate Banned Books week with us! Learn how to make an altered book. Bring in extra supplies like pictures and trinkets or use what we provide. We will also be discussing why we should care about banned books and talk about freedom of speech. **Limited to 24 participants.** Please arrive early to get a numbered ticket. Program will be held in the Malone Room and will begin promptly at 3:30 pm, no late entry.

Spooky Brick by Brick – Come to this free, all ages program and have fun creating with Lego bricks! We will begin with a 10-minute Halloween themed building challenge then it's time to create! Program lasts an hour and a half so enjoy yourselves and have fun!
RPLmakers: littleBits – Let's create! littleBits are modules that connect together to create circuits. Learn how these modules work together and make a new invention of your own! Limited Space – Register at the Children's or Reference Desk beginning October 1st.

OCTOBER 2016

Check our catalog, renew your materials, download eBooks, or access online resources on our website: www.roswellpubliclibrary.org

Sunday 2 pm – 6 pm	Monday 9 am – 9 pm	Tuesday 9 am – 9 pm	Wednesday 9 am – 6 pm	Thursday 9 am – 6 pm	Friday 9 am – 6 pm	Saturday 9 am – 6 pm
				Must arrive within the first 15 minutes of program to participate in crafts.	 Sign up for littleBits begins.	1 Story Time 2:00 pm Pizza Altered Books for Tweens and Teens 3:30-5pm
2 Seating space is limited by the Fire Marshall. First come, first served for all programs.	3	4 Between the Lines Adult Coloring 5:30-7:00pm Bondurant Room	5 Story Time* 10 am and 3:30 pm Pumpkins	6	7	8 Story Time* 2:00 pm Pumpkins Author visit 2:00pm Victor Moss Story Time* 2:00 pm Fantastical Beasts RPLmakers: littleBits 3:30-5:00pm
9	10 	11 Teen Game Night 5:30-7:00 pm	12 Story Time* 10 am & 3:30 pm Firefighters	13 	14 	15 Story Time* 2:00 pm Fantastical Beasts RPLmakers: littleBits 3:30-5:00pm
Teen Read Week						
16	17 	18 Spooky Brick by Brick 5-6:30 Bondurant Room	19 Story Time* 10 am & 3:30 pm In the Dark	20 	21 	22 Story Time* 2:00 pm Ahhh! Silly Monsters
23	24	25 	26 Story Time* 10 am & 3:30 pm Halloween	27	28	29 Story Time * 2:00 pm Halloween
30	31 Halloween	BOOKS AGAIN! 404 W. Second Street 10:00 am to 4:00 pm Tuesday through Friday 11:00 am to 2:00 pm Saturday				

Value of Services Used at the Roswell Public Library – SEPT 2016

Monthly Use	Library Services	Value of Services
4,817	Adult Books Borrowed	\$134,635
619	Young Adult Books Borrowed	\$17,301
3,882	Children's Books Borrowed	\$77,446
2,790	Paperback Books Borrowed	\$27,872
75	Magazines Borrowed	\$296
2,861	DVDs Borrowed	\$71,382
453	CDs Borrowed	\$9,055
631	Audio Books Borrowed	\$50,448
352	eBooks Borrowed	\$9,838
41	Meeting Room Use per Hour	\$2,050
9	Adult Programs Attendance	\$90
0	Young Adult Programs Attendance	\$0
332	Children's Programs Attendance	\$3,320
6,925	Computer Use (Avg 1 Hour/Person)	\$83,100
32	Scanner/Microfilm Reader (By Session)	\$320
4,233	Database Searches	\$84,448
816	Reference Questions Asked	\$8,160
Total Value		\$579,761

Value of Services Used at the Roswell Public Library - Year to Date

Year To Date	Library Services	Value of Services
15,704	Adult Books Borrowed	\$438,927
2,315	Young Adult Books Borrowed	\$64,704
14,162	Children's Books Borrowed	\$282,532
10,084	Paperback Books Borrowed	\$100,739
199	Magazines Borrowed	\$786
9,081	DVDs Borrowed	\$226,571
1,492	CDs Borrowed	\$29,825
2,352	Audio Books Borrowed	\$188,042
1,242	eBooks Borrowed	\$34,714
151	Meeting Room Use per Hour	\$7,550
341	Adult Programs Attendance	\$3,410
0	Young Adult Programs Attendance	\$0
1,392	Children's Programs Attendance	\$13,920
21,103	Computer Use (Avg 1 Hour/Person)	\$253,236
117	Scanner/Microfilm Reader (By Session)	\$1,170
33,157	Database Searches	\$661,482
3,031	Reference Questions Asked	\$30,310
Total Value		\$2,337,918